

Travel Request

[Print Form](#)Reservations Using: GovTrip ☐ Sato ☒ Sato Agent: N/A Date Res. Made: 3/7/11

Traveler Name: Phillip North

CBA Authorization: ☐ Yes ☒ No**Itinerary:** (Use additional pages if needed)

Date:	3/16/11	From:	Kenai	Depart:	3:00pm	Airline/Flt. No.	GOV
		To:	Anchorage	Arrive:	6:00pm		
Date:	3/18/11	From:	Anchorage	Depart:	5:00pm	Airline/Flt. No.	GOV
		To:	Kenai	Arrive:	8:00pm		
Date:		From:		Depart:		Airline/Flt. No.	
		To:		Arrive:			
Date:		From:		Depart:		Airline/Flt. No.	
		To:		Arrive:			
Date:		From:		Depart:		Airline/Flt. No.	
		To:		Arrive:			

Travel Purpose: Attend meetings with the Bristol Bay Technical Team.**Air Fare #1/Airline:** na**If Applicable: Air Fare #2/Airline:** na**Lodging:****Hotel Name:** Quality Quites**Amount per Night:** \$89.00**Hotel Tax per Nt.:** 12%**Rental Car:** na**Justification:** na**Rental Car Gas:** na**Ground Transportation:** na**POV Mileage (Round Trip):** na**Parking:** \$20**ATM Withdrawal Amount:** na**Phone Calls (Personal):** na
(Max. \$6/nt. of lodging)**Phone Calls (Business):** na**Internet Connection:** ☐ Yes ☒ No**Other Expenses:****Notes:****Emergency Contact (Name/Phone No.):** Ex. 6 - Personal Privacy**Acct Info:** (for office use)